

50 CONS FACT SHEET

Form 9 Coordinations

For certain types of commodities or services, coordination with some other office is required before we can make a purchase. The Form 9 preparer obtains any needed coordinations before submitting the Form 9 to 50 CONS.

COMMODITY OR SERVICE:	COORDINATION REQUIRED FROM
Communications items or services	50 MXS, 7-7259
Computer Components or Repair	Small Computer Center, 50 MXS/SCUNC, 7-7946, fax 7-7474
Computer or LAN equipment, including projection equipment, printers, and other accessories which may be tied to the LAN	50 MXS, 7-6505—a CSRD may be required (if so, 50 MXS will prepare it)
Construction Materials Equipment Items	C. E. Material Control, 7-2395 Equipment Management Element, TECOM Inc. (Base Supply contractor), 6-4426
Food Products/MMR Items/Hospitality Items	50 MSS/SVS, 7-6050
Furniture (see 50 CONS Fact Sheet entitled Helpful Hints for Buying Furniture)	C. E. Facilities Excellence, 7-5073
Hazardous Materials	Bioenvironmental at PAFB, 6-8365 or 6-7721
Individual Issue Items	Individual Equipment Issue, TECOM Inc. (Base Supply contractor), 6- 4431
Medical Supplies	Medical Supply Officer at PAFB, 6- 1365
Periodicals, Books, or Videotapes	Library at PAFB, 6-7462
Photographic/Audio Visual items or services	Base Visual Information Manager, 7-5090
Physical Fitness items	Physical Fitness Center, 50 MSS/SVMP, 7-2666 or 7-6047
Printing Services	usually obtained through DAPS, or call 50 SCS/IM, 7-5333
Uniform Items, incl. Maternity Clothing	Military Personnel Flight, 50 SW/DPM, 7-5900

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We hope the information in this Fact Sheet is helpful. Please help us keep this information up-to-date by e-mailing your recommendations for improvement to inmanjm@schriever.af.mil